

# Memorial High School

## REPLACEMENT PERMITS

Students who currently have a parking permit but are getting a new car or windshield need to get a replacement permit.

### How to get a Replacement permit

- Purchase a REPLACEMENT permit (\$25) from the store on MYSCHOOLBUCKS.com.
- Replacement permits can be picked up in M-102 from 7:15 to 3:45.
  - Allow sufficient time to put the permit on the car you will be driving to school.
  - New Windshield bring the following:
    - o Receipt for payment
    - o Remnants of old permit
  - New Car bring the following
    - o Insurance card with valid expiration date, student listed as driver, new vehicle listed
    - o Know the make/model
    - o Know the license plate - Temporary plates are accepted. A temporary permit will be issued and will need to be renewed until the permanent plate information is available.

Purchase of a Replacement permit makes the original permit invalid. Consequences will be issued if the original permit is used by any other student.

**Questions?** Contact Tammy Hampton ([tammy.hampton@springbranchisd.com](mailto:tammy.hampton@springbranchisd.com)) or Buffie Matthews ([buffie.matthews@springbranchisd.com](mailto:buffie.matthews@springbranchisd.com))

**PARKING ON CAMPUS WITHOUT A VALID PERMIT WILL RESULT IN TICKETING and/or TOWING AT OWNER'S EXPENSE AND POSSIBLE LOSS OF FUTURE PARKING AT MHS.**